



**COUNTY OF HUMBOLDT**  
**PLANNING AND BUILDING DEPARTMENT**  
**CURRENT PLANNING DIVISION**

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3015 H Street Eureka CA 95501  
Phone: (707)445-7541 Fax: (707) 268-3792

Hearing Date: June 1, 2017

To: Humboldt County Planning Commission

From: John H. Ford, Director of Planning and Building Department

Subject: **Humboldt Private Reserve Special Permit**  
Application Number 10687  
Case Number SP 16-076  
Assessor Parcel Number 522-345-006-000 and 522-345-014-000  
39136 ST HWY 299, Willow Creek area

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Please contact Michael Richardson, Supervising Planner at 268-3723, or by email at [mrichardson@co.humboldt.ca.us](mailto:mrichardson@co.humboldt.ca.us), if you have any questions about the scheduled public hearing item.

**AGENDA ITEM TRANSMITTAL**

<b>Hearing Date</b> May 18, 2017	<b>Subject</b> Special Permit	<b>Contact</b> Michael Richardson
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**Project Description:** Humboldt Private Reserve, Inc. will manufacture water extracted cannabis concentrate. The proposed extraction method includes only the use of water and agitation. Absolutely no butane, hexane, propane or pressurized carbon dioxide is used. The proposed facility will have an average production of 10,000 grams of concentrate per month. Each batch will be tested for pesticides and mold. The parcel is served by community water and an on-site septic system.

**Project Location:** The project site is in Humboldt County in the Willow Creek Area on the south side of State Highway 299 approximately 25 feet west of the intersection of State Highway 299 and Walnut Way at the property known as 39136 ST HWY 299.

**Present Plan Land Use Designation:** Commercial Services (CS). Slope Stability: Moderate Instability (2).

**Present Zoning:** C-2, Community Commercial

**Case Number:** SP 16-076

**Application Number:** 10687

**Assessor Parcel Number:** 522-345-006-000 and 522-345-014-000

**Applicant**

Humboldt Private Reserve  
39136 Hwy 299  
Willow Creek, CA 95573

**Owner**

Seth Geddes Benjamin Rigan,  
& Timothy Cole  
C/o Seth Geddes  
26 Ole Hansen Road  
Eureka, CA 95503

**Agent**

Barron Lutz  
1165 H St. Apt A  
Arcata, CA 95521

**Environmental Review:** No. CEQA Exemption Section: 15301-Existing Facilities

**Major Issues:** Letter from the Willow Creek Community Services District asking the Department to deny the application, and letter from the Tsnungwe Council requesting an Environmental Impact Report for the project.

**State Appeal Status:** Project is NOT appealable to the California Coastal Commission.

## Humboldt Private Reserve Special Permit

Case Number SP 16-076

Assessor Parcel Number (APN): 522-345-006-000 and 522-345-014-000

### Recommended Planning Commission Action

1. Describe the application as a public hearing.
2. Request that staff present the project.
3. Open the public hearing and receive testimony; and,
4. Close the hearing and take the following action:

*"Move to make all of the required findings, based on evidence in the staff report and conditionally approve the Humboldt Private Reserve application as described in the Agenda Item Transmittal subject to the conditions of approval"*

### Executive Summary

The proposed special permit will allow operation of a commercial cannabis manufacturing company in compliance with the County Commercial Medical Marijuana Land Use Ordinance (CCMLUO) and the Medical Marijuana Safety and Regulation Act (MMRSA). The company will refine cannabis products on-site using water, ice and mechanical agitators that resemble washing machines in their appearance. The proposed facility will be used exclusively as a manufacturing facility; no sale of cannabis products is proposed on-site.

The proposed manufacturing activity will occur within an existing commercial building. The proposed project will only occupy the back half of the first floor - approximately 800 square feet of the 3,000 square foot building. It will not have a storefront presence, nor will it occur on the second floor. The other commercial spaces toward the front of the building and on the second floor of the building are currently vacant. The parcel is served by public water, an on-site sewer system, and a paved State Highway (Highway 299).

Conditions of approval limit the hours of operation from 9 am to 5 pm Monday through Sunday. The Security Plan states the premises are locked and secured and have 24 hour surveillance both indoors and outdoors utilizing state of the art surveillance technology. All medical marijuana products will be maintained in a locked refrigerator inside the secure premises. There is no public access to either the building or the containers within the building.

This matter is set for hearing before the Planning Commission because a hearing request was received in response to the County's Notice of Intent to Approve the Special Permit for this project. The Department received two requests for hearing: a request to deny the project from the Willow Creek Community Services District, and a request for an EIR from the Tsnungwe Council, a Native American Tribe with ancestral ties to the area (Attachment 4). The letter from the CSD expresses concerns about the impact of cannabis businesses on the downtown core of Willow Creek. The CSD is concerned that cannabis businesses could displace some of the businesses that the local population and visitors use regularly, such as the nearby pizza parlor. The CSD requests if the project is approved that it be monitored, and if it expands to include the storefront, that they be given another opportunity to address the Commission on that expansion. The Tsnungwe Council expressed concern that this type of use would be allowed in Willow Creek, and requested an "Environmental Impact Study" be prepared.

The CCMLUO does not include performance standards that could be used to evaluate the impact of new cannabis businesses on the mix of goods and services provided in a community. The project, as proposed and conditioned, meets all of the performance standards of the CCMLUO, and the requirements of both the General Plan and zoning ordinance. And given the small size of the project, the use of a non-volatile manufacturing process, and the location of the project in a vacant building and away from the store front, there is evidence the project meets

all of the required findings, and goes a long way toward addressing the CSD's concerns. Furthermore, as proposed, the project meets the criteria for exemption from environmental review pursuant to Section 15301 of the State CEQA Guidelines, which pertains to use of existing facilities involving limited or no expansion.

**Alternatives:** The Planning Commission could elect not to approve the project, or to require the applicant to submit further evidence supporting the required findings, or modify the project to conform to the required findings. These alternatives could be implemented if the Commission is unable to make all of the required findings. Planning Division staff believes that the required findings in support of the proposal can be made, so Planning staff does not recommend further consideration of these alternatives.

**RESOLUTION OF THE PLANNING COMMISSION  
OF THE COUNTY OF HUMBOLDT  
Resolution Number 17-**

**Case Number SP 16-076  
Assessor's Parcel Numbers: 522-345-006 and 522-345-014**

**Makes the required findings for certifying compliance with the California Environmental Quality Act and conditionally approves the Humboldt Private Reserve Special Permit request.**

**WHEREAS**, Humboldt Private Reserve submitted an application and evidence in support of approving the Special Permit for a new commercial cannabis products manufacturing establishment; and

**WHEREAS**, the County Planning Division has reviewed the submitted application and supporting substantial evidence and has referred the application and evidence to involved reviewing agencies for site inspections, comments and recommendations; and

**WHEREAS**, the project is exempt from environmental review per Section 15061 (b)(3) (General Rule), 15301 (Existing Facilities) of the CEQA Guidelines; and

**WHEREAS**, Attachment 2 in the Planning Division staff report includes substantial evidence in support of making all of the required findings for approving the proposed Special Permit (Case Number SP 16-076); and

**WHEREAS**, a public hearing was held on the matter before the Humboldt County Planning Commission on June 1, 2017.

**NOW, THEREFORE**, be it resolved, determined, and ordered by the Humboldt County Planning Commission that the following findings be and are hereby made:

1. The Planning Commission finds the proposed project is exempt from environmental review; and
2. The Planning Commission further makes the findings in Attachment 2 of the Planning Division staff report for Case Number SP 16-076 based on the submitted substantial evidence; and
3. The Planning Commission approves the Special Permit Case Number SP 16-076 as recommended and conditioned in Attachment 1.

Adopted after review and consideration of all the evidence on June 1, 2017.

The motion was made by COMMISSIONER \_\_\_\_\_ and second by COMMISSIONER \_\_\_\_\_:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

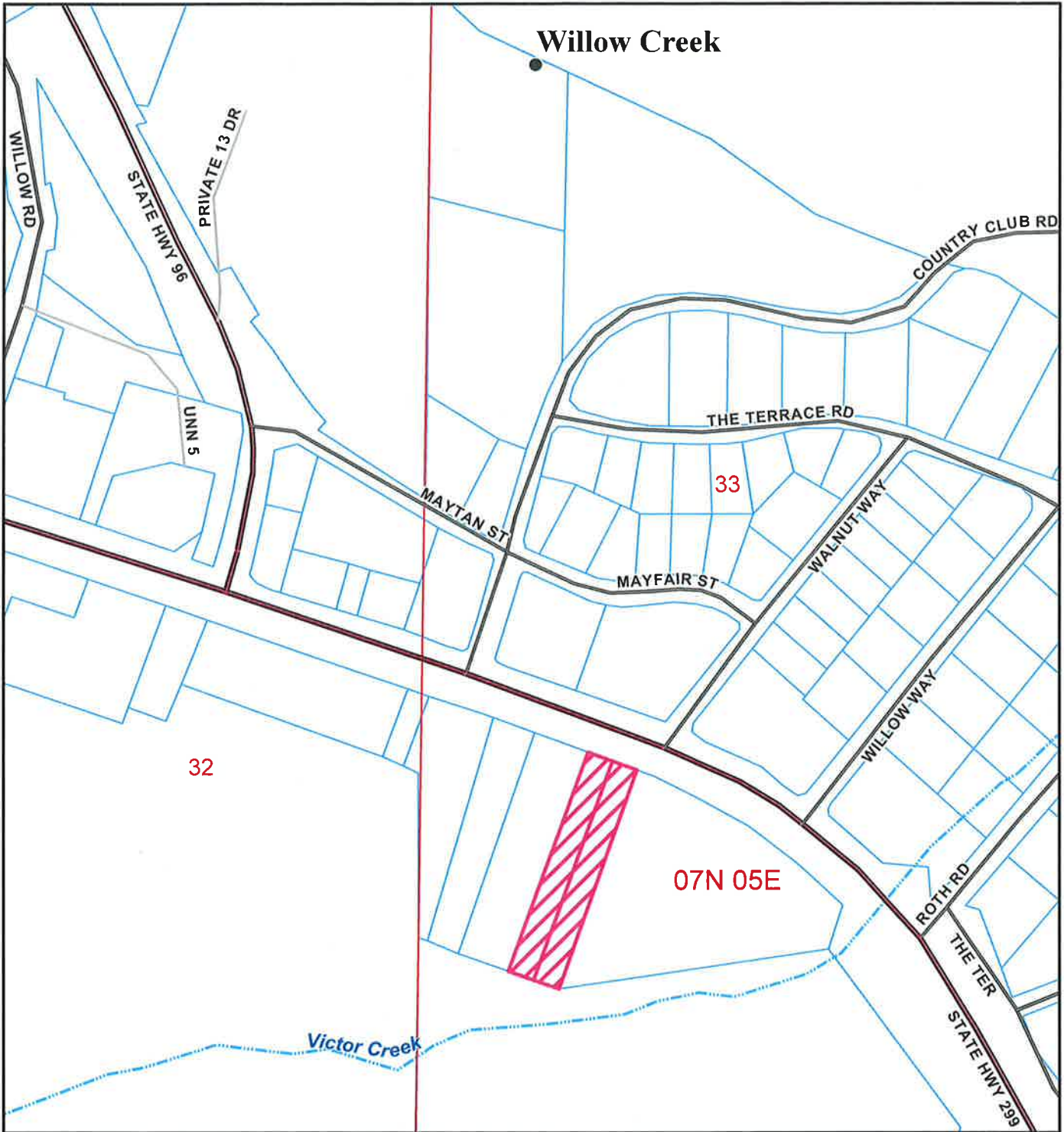
ABSTAIN: COMMISSIONERS:

DECISION:

\_\_\_\_\_  
Robert Morris, Chair

I, Suzanne Lippre, Clerk to the Planning Commission of the County of Humboldt, do hereby certify the foregoing to be a true and correct record of the action taken on the above entitled matter by said Commission at a meeting held on the date noted above.

\_\_\_\_\_  
Suzanne Lippre, Clerk

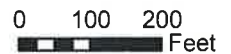


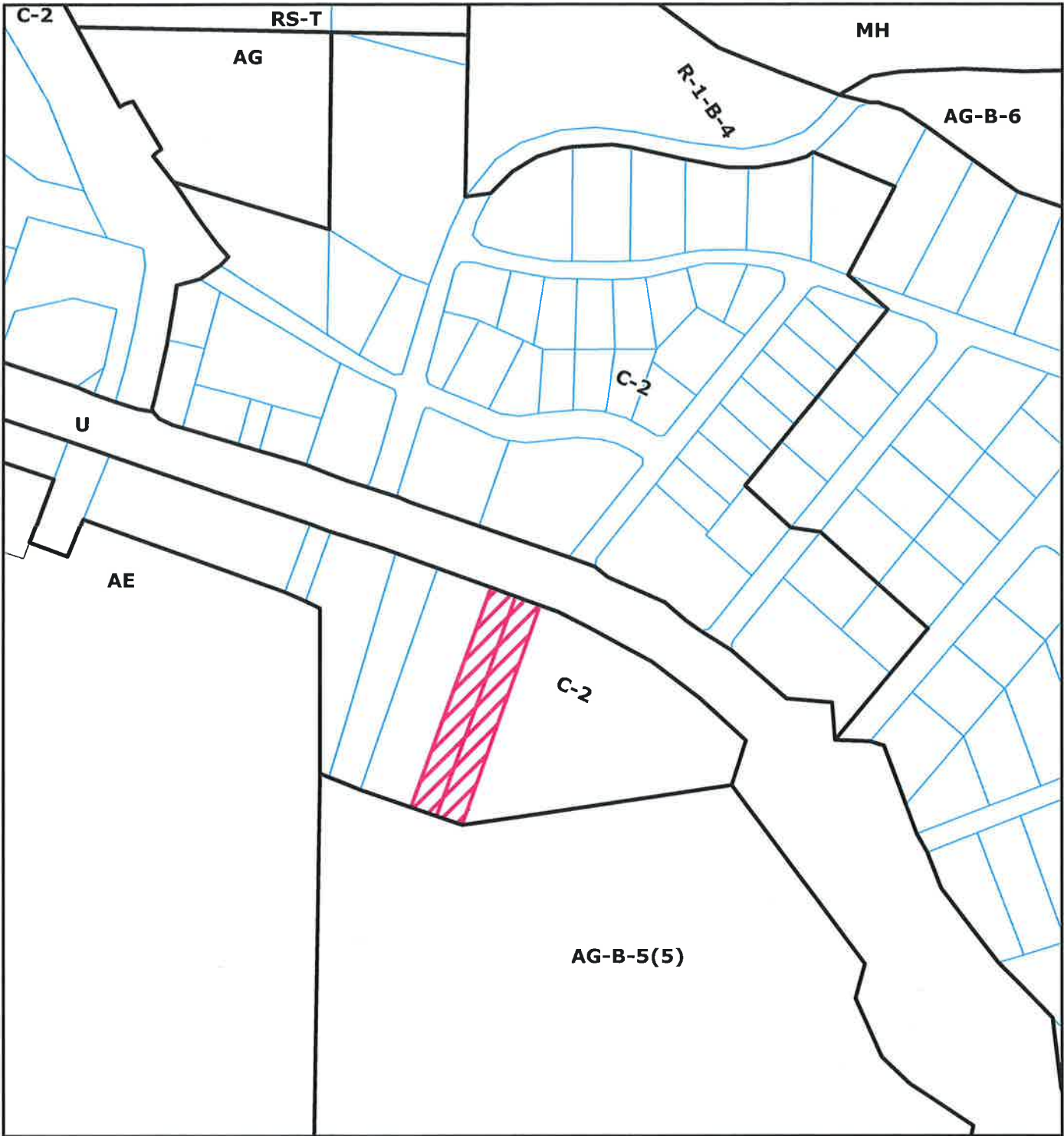
**LOCATION MAP**

**PROPOSED HUMBOLDT PRIVATE RESERVE, INC  
 SPECIAL PERMIT  
 WILLOW CREEK AREA  
 CASE NO: SP 16-076  
 APN: 522-345-006, -014  
 T07N R05E S33 HB&M (Willow Creek)**

**Project Area =** 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.





**ZONING MAP**

**PROPOSED HUMBOLDT PRIVATE RESERVE, INC  
SPECIAL PERMIT**

**WILLOW CREEK AREA**

**CASE NO: SP 16-076**

**APN: 522-345-006, -014**

**T07N R05E S33 HB&M (Willow Creek)**

**Project Area =** 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.

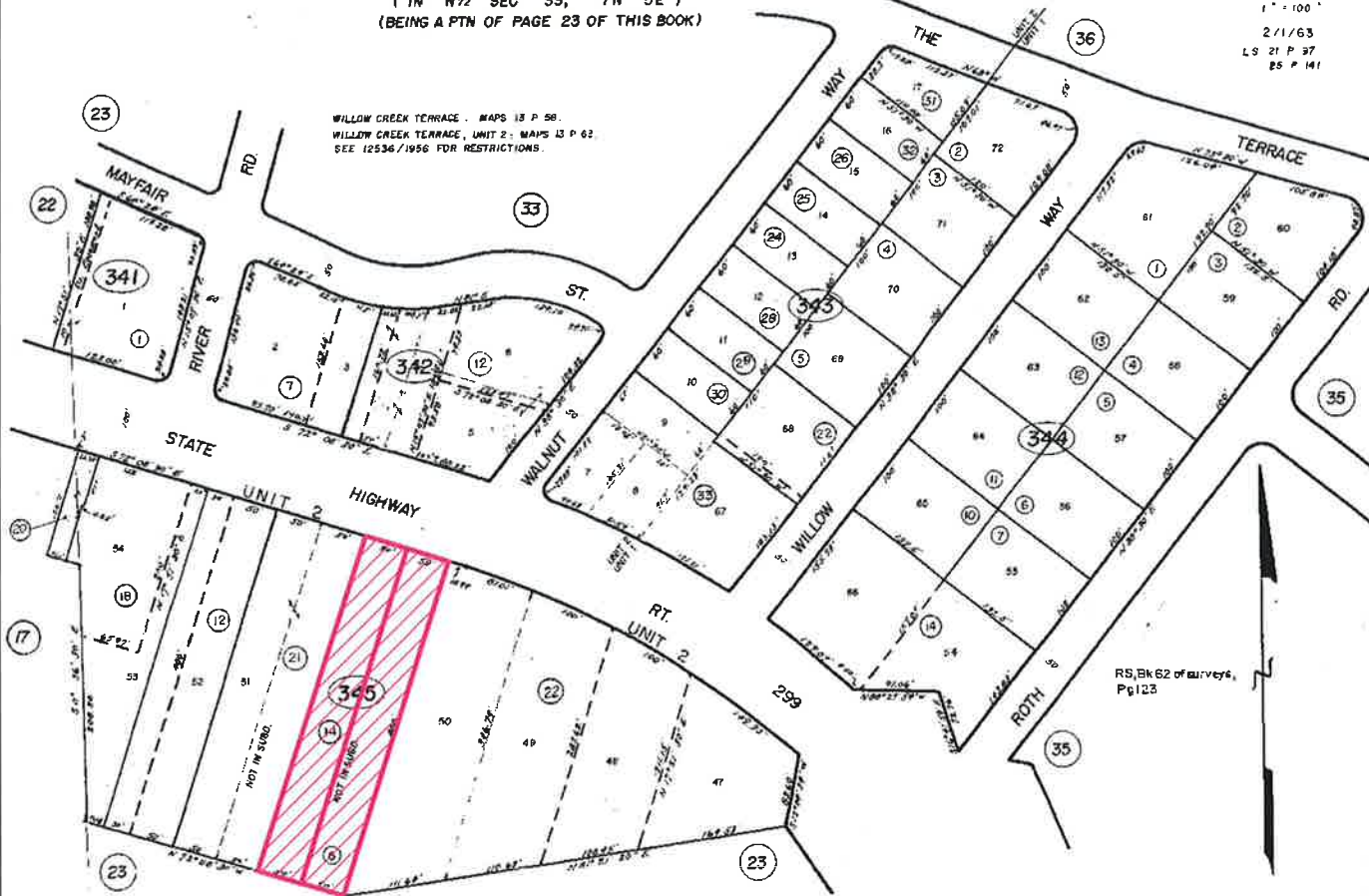




**PTNS WILLOW CREEK TERRACE & UNIT 2 OF WILLOW CREEK TERRACE**  
 ( IN N 1/2 SEC 33, 7N 5E )  
 ( BEING A PTN OF PAGE 23 OF THIS BOOK )

**522-34**  
 T.C.A. 157-008  
 1" = 100'  
 2/1/63  
 LS 21 P 97  
 BS P 141

WILLOW CREEK TERRACE - MAPS 13 P 50.  
 WILLOW CREEK TERRACE, UNIT 2 - MAPS 13 P 62.  
 SEE 12536/1956 FOR RESTRICTIONS.



**ASSESSOR PARCEL MAP**

**PROPOSED HUMBOLDT PRIVATE RESERVE, INC**

**SPECIAL PERMIT**

**WILLOW CREEK AREA**

**CASE NO: SP 16-076**

**APN: 522-345-006, -014**

**T07N R05E S33 HB&M (Willow Creek)**

Project Area = 

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**MAP NOT TO SCALE**





**AERIAL MAP**

**PROPOSED HUMBOLDT PRIVATE RESERVE, INC  
SPECIAL PERMIT**

**WILLOW CREEK AREA**

**CASE NO: SP 16-076**

**APN: 522-345-006, -014**


**T07N R05E S33 HB&M (Willow Creek)**

**Project Area =** 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.



0 100  
Feet







**TOPO MAP**

**PROPOSED HUMBOLDT PRIVATE RESERVE, INC**

**SPECIAL PERMIT**

**WILLOW CREEK AREA**

**CASE NO: SP 16-076**

**APN: 522-345-006, -014**

**T07N R05E S33 HB&M (Willow Creek)**

Project Area = 

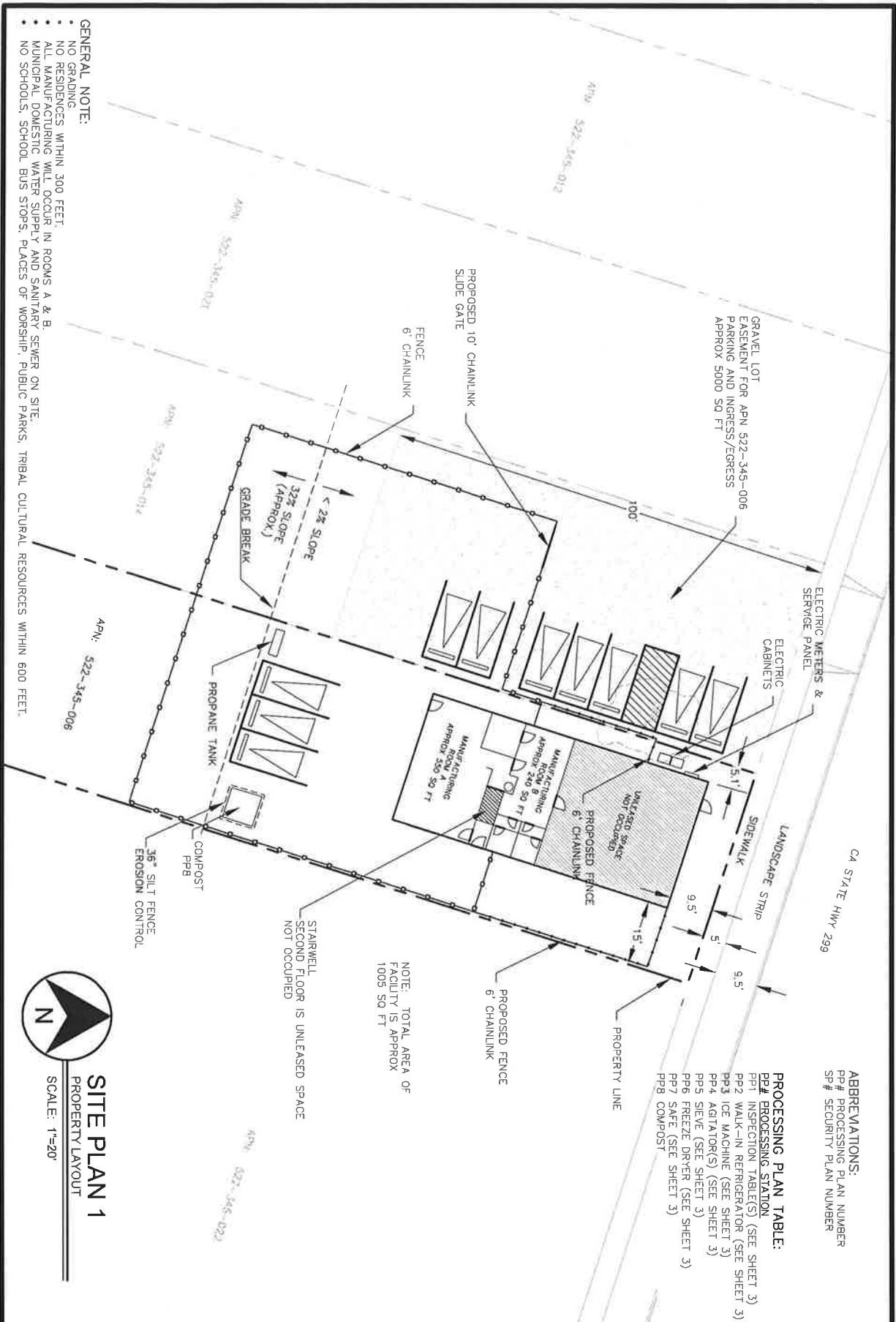
This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.



0 100 200 Feet



- GENERAL NOTE:**
- NO GRADINGS WITHIN 300 FEET.
  - ALL RESIDENCES WITHIN 300 FEET.
  - ALL MANUFACTURING WILL OCCUR IN ROOMS A & B.
  - MUNICIPAL DOMESTIC WATER SUPPLY AND SANITARY SEWER ON SITE.
  - NO SCHOOLS, SCHOOL BUS STOPS, PLACES OF WORSHIP, PUBLIC PARKS, TRIBAL CULTURAL RESOURCES WITHIN 600 FEET.



**SITE PLAN 1**  
PROPERTY LAYOUT  
SCALE: 1"=20'

**2**

**ABBREVIATIONS:**  
PP# PROCESSING PLAN NUMBER  
SP# SECURITY PLAN NUMBER

**PROCESSING PLAN TABLE:**

PP#	PROCESSING STATION
PP1	INSPECTION TABLE(S) (SEE SHEET 3)
PP2	WALK-IN REFRIGERATOR (SEE SHEET 3)
PP3	ICE MACHINE (SEE SHEET 3)
PP4	AGITATOR(S) (SEE SHEET 3)
PP5	SIEVE (SEE SHEET 3)
PP6	FREEZE DRYER (SEE SHEET 3)
PP7	SAFE (SEE SHEET 3)
PP8	COMPOST

NOTE: TOTAL AREA OF FACILITY IS APPROX 1005 SQ FT

**SITE PLAN 1: PROPERTY LAYOUT**

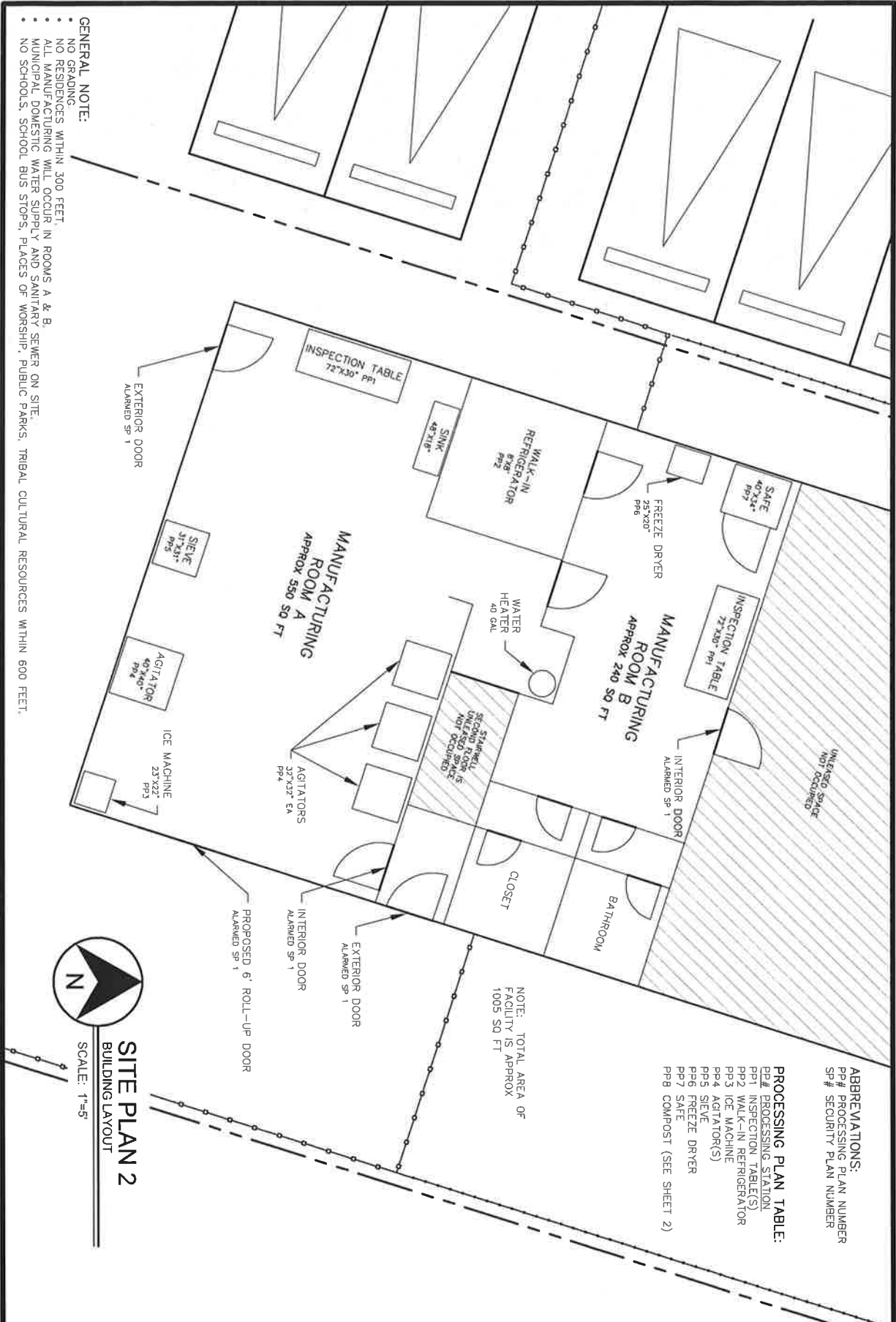
ADDRESS: 30796 CA ST HWY 299 WILLIOW CREEK, CA 95679  
APN: 522-345-006

**HUMBOLDT PRIVATE RESERVE INC. MANUFACTURING FACILITY**

APPLICANT: BARRON LUTZ HUMBOLDT PRIVATE RESERVE INC  
ADDRESS: 1185 'N' STREET APT. A ARKATA, CA 95521  
PHONE: 707-813-7700

OWNER: 8614 GEECES  
ADDRESS: 26 GLEMANSON ROAD, EVRENA, WA 98503  
PHONE: 707-542-9110

**Water Earth**  
Engineering  
930 Simons Blvd.  
Suite 203  
Arcata, CA 95521  
707-633-8311



**GENERAL NOTE:**

- NO GRADING
- NO RESIDENCES WITHIN 300 FEET
- ALL MANUFACTURING WILL OCCUR IN ROOMS A & B
- MUNICIPAL DOMESTIC WATER SUPPLY AND SANITARY SEWER ON SITE
- NO SCHOOLS, SCHOOL BUS STOPS, PLACES OF WORSHIP, PUBLIC PARKS, TRIBAL CULTURAL RESOURCES WITHIN 600 FEET.



**SITE PLAN 2**  
BUILDING LAYOUT  
SCALE: 1"=6'

NOTE: TOTAL AREA OF FACILITY IS APPROX 1005 SQ FT

**ABBREVIATIONS:**  
PP# PROCESSING PLAN NUMBER  
SP# SECURITY PLAN NUMBER

**PROCESSING PLAN TABLE:**  
PP# PROCESSING STATION  
PP1 INSPECTION TABLE(S)  
PP2 WALK-IN REFRIGERATOR  
PP3 ICE MACHINE  
PP4 AGITATOR(S)  
PP5 SIEVE  
PP6 FREEZE DRYER  
PP7 SAFE  
PP8 COMPOST (SEE SHEET 2)

<p><b>Water Earth Engineering</b> 920 Sutter Blvd. Suite 203 Arcata, CA 95521 707-653-8331</p>		<p><b>SITE PLAN 2: BUILDING LAYOUT</b> ADDRESS: 38126 CA ST HWY 289 WILLOW GREEN CA 95573 APN: 323-345-008</p>	
<p><b>HUMBOLDT PRIVATE RESERVE INC. MANUFACTURING FACILITY</b> APPLICANT: BARRON LUTZ HUMBOLDT PRIVATE RESERVE INC ADDRESS: 1185 W 2138TH APT A ARCATA CA 95521 PHONE: 707-842-7788</p>		<p>OWNER: 35TH DECEDES ADDRESS: 24 OLE HANSON ROAD, EUREKA CA 95503 PHONE: 707-842-1019</p>	
DATE: 07/2016	SCALE: AS NOTED	DRAWN: CTR	SHEET NO: 3



**ATTACHMENT 1  
RECOMMENDED CONDITIONS OF APPROVAL**

**APPROVAL OF THE SPECIAL PERMIT IS CONDITIONED ON THE FOLLOWING TERMS AND REQUIREMENTS WHICH MUST BE SATISFIED BEFORE RELEASE OF THE BUILDING PERMIT AND INITIATION OF OPERATIONS.**

1. Building permits are required for all tenant improvements. The applicant must specify on the building plans the prior use of all tenant spaces in the building. All work done shall meet current Structural, Electrical, Plumbing and Mechanical Codes. Issuance of a building permit for the necessary tenant improvements, or written documentation from the Building Department that no building permits are required shall satisfy this condition.
2. The applicant shall secure a permit from the Regional Water Quality Control Board to discharge process waste to onsite wastewater treatment systems.
3. Off-street parking and access aisles located on APNs 522-345-006 and 522-345-014 shall be improved with AC paving, Portland concrete surfacing, or other equivalent all-weather surface subject to the review and approval of the Planning Director in consultation with the Department of Public Works.

**Development Restrictions**

1. All components of project shall be developed, operated, and maintained in conformance with the Project Description, the approved Site Plan, the Plan of Operations, and these conditions of approval. Changes shall require modification of this permit except where consistent with Humboldt County Code Section 312-11.1, Minor Deviations to Approved Plot Plan.
2. Where feasible, new utilities shall be underground or sited unobtrusively if above ground.
3. The project shall address odor management by incorporating a ventilation/air filtration system which limits potential adverse odor emission impacts to employees and/or properties located in the vicinity. The system shall be designed, signed, and stamped by a mechanical engineer for review and approval by the Building Official.
4. The approved project shall meet all applicable fire codes, including fire suppression infrastructure requirements deemed necessary for the project by the Building Inspection Division. Sign off on the Occupancy Permit by the Building Division shall satisfy this requirement.
5. If operation of the business requires use of a volatile liquid the applicant shall identify the liquid, the amounts to be stored on site, and provide a Material Safety Data Sheet Report for review and approval by the Building Official.
6. Construction hours shall be limited to between the hours of 8:00 a.m. and 7:00 p.m. Monday through Friday, and between 9:00 and 7:00 p.m. on Saturdays. No heavy equipment related construction activities shall be allowed on Sundays or nationally recognized holidays.
7. The applicant shall execute an Affidavit for Non-diversion of Medical Cannabis on a form provided by the Planning Division.

**Ongoing Requirements/Development Restrictions Which Must be Satisfied for the Life of the Project:**

1. The project shall be developed, operated and maintained in accordance with the project description, the Operating Plan, Security Plan, approved project site plan, and floor plan, including the supplemental information provided by the applicant on 10-20-2016 in Attachment 3. Hours of operation are limited to 9 am - 5 pm. Access to the rooms where commercial cannabis is present shall be restricted so that no one under the age of 18 is allowed entry. No on-site manufacturing, processing or packaging of medical cannabis is authorized by this permit. Changes to the project except for Minor Deviations to the Plot Plan as provided in Section 312- 11.1, shall require Modification of this permit.
2. Consistent with Section 11362.775 of the Health and Safety Code, until or unless amended, all manufacturing operations shall comply with the following standards:
  - A. Operations utilize only manufacturing processes that are solventless, and do not involve the use of pressurized CO<sub>2</sub>.
  - B. The building used for cannabis activity shall meet all required fire, safety, and building code requirements in one or more of the following:
    - (1) The California Fire Code.
    - (2) The National Fire Protection Association (NFPA) standards.
    - (3) International Building Code (IBC).
    - (4) The International Fire Code (IFC).
    - (5) Other applicable standards, including complying with all applicable fire, safety, and building codes in processing, handling, and storage of solvents or gasses.
3. All new and existing outdoor lighting shall be compatible with the existing setting and directed within the property boundaries.
4. Commercial cannabis activity shall be conducted in compliance with all laws and regulations as set forth in the Humboldt County Commercial Medical Marijuana Land Use Ordinance (CMMLUO) and the Medical Cannabis Regulation and Safety Act (MCRSA), as may be amended from time to time, as applicable to the permit type.
5. Possession of a current, valid required license, or licenses, issued by any agency of the State of California in accordance with the MCRSA, and regulations promulgated thereunder, as soon as such licenses become available.
6. Possession of a current, valid permit or license, issued by the Humboldt County Department of Health and Human Services-Environmental Health Division, as soon as such permits or licenses become available.
7. All persons hiring employees to engage in commercial processing of medical cannabis shall comply with the following Employee Safety Practices:
  - A. Implement safety protocols and provide all employees with adequate safety training relevant to their specific job functions, which may include:
    - 1) Emergency action response planning as necessary;
    - 2) Employee accident reporting and investigation policies;
    - 3) Fire prevention;
    - 4) Hazard communication policies, including maintenance of material safety data sheets (MSDS);
    - 5) Materials handling policies;
    - 6) Job hazard analyses; and



- 7) Personal protective equipment policies, including respiratory protection.
  - B) Visibly post and maintain an emergency contact list which includes at a minimum:
    - 1) Operation manager contacts;
    - 2) Emergency responder contacts;
    - 3) Poison control contacts.
  - C) At all times, employees shall have access to safe drinking water and toilets and handwashing facilities that comply with applicable federal, state, and local laws and regulations. Plumbing facilities and water source must be capable of handling increased usage without adverse consequences to neighboring properties or the environment.
8. Odors shall be contained on the property on which the Cannabis activity is located. To implement this requirement air filtration and ventilation equipment is to be maintained in good working condition and monitored on an on-going basis to limit potential adverse odor emission impacts to employees and/or properties located in the vicinity. If the County receives any odor complaints, the permit holder shall work with the Building Official to correct odor concerns.
9. **Permit Duration.** The Permit shall be valid for one year from the effective date of approval, and on the anniversary date of such effective each year thereafter, unless an annual compliance inspection has been completed and the permit has been found to comply with all conditions of approval. In the event the inspection finds noncompliance, a written notification of shall be provided to the permit holder identifying the items not in compliance and the action the permit holder may take to cure the noncompliance. Failure to cure the noncompliance shall result in termination of the permit. The process of notification, re-inspection and appeal of any noncompliance determination shall be as set forth in sections 55.4.1.2.2 and 55.4.13 of the CMMLUO.
10. **Permit renewals to comply with updated laws and regulations.** Permit renewal per COA #9 above is subject to the laws and regulations effective at the time of renewal, which may be substantially different than the regulations currently in place and may require the submittal of additional information to ensure that new standards are met.
11. **Transfers.** Transfer of any leases or permits approved by this project is subject to the review and approval of the Planning Director for conformance with CMMLUO eligibility requirements, and agreement to permit terms and acknowledgments. The fee for required conformance with conditions review shall accompany the request. The request shall include the following information:
  - (1) Identifying information for the new Owner(s) and management as required in an initial permit application;
  - (2) A written acknowledgment by the new Owner in accordance as required for the initial Permit application;
  - (3) The specific date on which the transfer is to occur; and
  - (4) Acknowledgement of full responsibility for complying with the existing Permit; and
  - (5) Execution of an Affidavit of Non-diversion of Medical Cannabis.
12. **Modifications to the Facility.** Prior to making any modifications to a permitted facility, the permittee shall submit to the Planning Director a request for determination of County approvals, together with the appropriate fee. The request shall contain a description sufficiently detailed to allow the Planning Director to determine what permits and other approvals, are needed, and whether a modified Permit is required.

13. **Inspections.** The permit holder and subject property owner are to permit the County or representative(s) or designee(s) to make inspections at any reasonable time deemed necessary to assure that the activities being performed under the authority of this permit are in accordance with the terms and conditions prescribed herein.
14. All signage shall comply with Section 314-87.2 of the Humboldt County Code.
15. The operation shall participate in the Medical Cannabis Track and Trace Program administered by the Humboldt County Agricultural Commissioner, when available.
16. The manufacturing operations shall use the following best management practices to ensure the safety of employees and the manufactured product:
  - A. Ensure that the space in which any Medical Marijuana product is to be manufactured is a fully enclosed room and clearly designated on the approved floor plan.
  - B. Ensure that all applicable sanitary rules are followed.
  - C. Ensure that the standard operating procedure includes, but need not be limited to, step-by-step instructions on how to safely and appropriately:
    - a. Conduct all necessary safety checks prior to commencing handling;
    - b. Prepare Medical Marijuana for manufacturing;
    - c. Clean all equipment, counters and surfaces thoroughly; and
    - d. Dispose of any waste produced during the manufacturing of Medical Marijuana in accordance with all applicable local, state and federal laws, rules and regulations.
  - D. Establish written and documentable quality control procedures designed to maximize safety for employees and minimize potential product contamination.
  - E. Establish written emergency procedures to be followed by employees in case of a fire, chemical spill or other emergency.
  - F. Have a comprehensive training manual that provides step-by-step instructions for manufacturing medical marijuana products on its Licensed Premises. The training manual shall include, but need not be limited to, the following topics:
    - a. All standard operating procedures used at that Licensed Premises;
    - b. The quality control procedures;
    - c. The emergency procedures for the Licensed Premises;
    - d. The appropriate use of any necessary safety or sanitary equipment;
    - e. The hazards presented by all chemicals and solvents used within the Licensed Premises as described in the material safety data sheet for each chemical and solvent;
    - f. Clear instructions on the safe use of all equipment involved in each process and in accordance with manufacturer's instructions, where applicable; and
    - g. Any additional periodic cleaning required to comply with all applicable sanitary rules.
  - G. Provide adequate training to every employee prior that to that individual undertaking any step in manufacturing a Medical Marijuana product.
    - a. Adequate training shall include, but need not be limited to, providing a copy of the training manual for that Licensed Premises and live, in-person instruction detailing at least all of the topics required to be included in the training manual.
    - b. The individual training each employee shall sign and date a document attesting that all required aspects of training were conducted and that he or she is confident that the trainee can safely handle and distribute a Medical Marijuana product.
    - c. The employee that received the training shall sign and date a document attesting

that he or she can safely implement all standard operating procedures, quality control procedures, and emergency procedures, operate all equipment, use all safety, sanitary and other equipment and understands all hazards presented by the chemicals and solvents to be used within the Licensed Premises and any additional period cleaning required to maintain compliance with all applicable sanitary rules.

H. Maintain clear and comprehensive records of the name and signature of every individual who engaged in any step related to the manufacturing of any Medical Marijuana product and the step that individual performed.

17. Persons engaging in the manufacturing of any Medical Marijuana product shall:

- A. Be over 18 years of age.
- B. Not have been convicted of a felony for the illegal possession for sale, sale, manufacture, transportation, or cultivation of a controlled substance; a violent crime, as specified in subdivision (c) of Section 667.5 of the Penal Code; a serious crime, as specified in subdivision (c) of Section 1192.7 of the Penal Code; or a crime involving fraud, deceit, or embezzlement
- C. Ensure that all equipment, counters and surfaces used in the manufacturing of any Medical Marijuana product is food-grade including ensuring that all counters and surface areas were constructed in such a manner that it reduces the potential for the development of microbials, molds and fungi and can be easily cleaned.
- D. Ensure that all equipment, counters, and surfaces used in the manufacturing of any Medical Marijuana product are thoroughly cleaned after the completion of each Production Batch.
- E. Ensure that the appropriate safety or sanitary equipment, including personal protective equipment, is provided to, and appropriately used by, each person engaged in the manufacturing of any Medical Marijuana product.

#### **Informational Notes:**

1. If cultural resources are encountered during construction activities, the contractor on site shall cease all work in the immediate area and within a 50 foot buffer of the discovery location. A qualified archaeologist as well as the appropriate Tribal Historic Preservation Officer(s) are to be contacted to evaluate the discovery and, in consultation with the applicant and lead agency, develop a treatment plan in any instance where significant impacts cannot be avoided.

The Native American Heritage Commission (NAHC) can provide information regarding the appropriate Tribal point(s) of contact for a specific area; the NAHC can be reached at 916-653-4082. Prehistoric materials may include obsidian or chert flakes, tools, locally darkened midden soils, groundstone artifacts, shellfish or faunal remains, and human burials. If human remains are found, California Health and Safety Code 7050.5 requires that the County Coroner be contacted immediately at 707-445-7242. If the Coroner determines the remains to be Native American, the NAHC will then be contacted by the Coroner to determine appropriate treatment of the remains pursuant to PRC 5097.98. Violators shall be prosecuted in accordance with PRC Section 5097.99. **The applicant is ultimately responsible for ensuring compliance with this condition.**

2. The applicant is responsible for receiving all necessary permits and/or approvals from other state and local agencies.
3. This permit approval shall expire and become null and void at the expiration of one (1) year after all appeal periods have lapsed (see "Effective Date"); except where construction under a valid building permit or use in reliance on the permit has commenced prior to such

anniversary date. Once initiated, the use is subject to the Permit Duration and Renewal provisions set forth in Condition of Approval # 9 and 10 of the On-Going Requirements /Development Restrictions, above. The period within which construction or use must be initially commenced may be extended as provided by Section 312-11.3 of the Humboldt County Code.

4. The applicant is required to pay for permit processing on a time and material basis as set forth in the schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors. The Department will provide a bill to the applicant after the decision. Any and all outstanding Planning fees to cover the processing of the application to decision by the Hearing Officer shall be paid to the Humboldt County Planning Division, 3015 "H" Street, Eureka.

## ATTACHMENT 2

**Required Findings:** To approve this project, the Hearing Officer must determine that the applicant has submitted evidence in support of making **all** of the following required findings. The County Zoning Ordinance, Section 312-17.1 of the Humboldt County Code (Required Findings for All Discretionary Permits) specifies the findings that are required to grant a Special Permit:

1. The proposed development is in conformance with the County General Plan;
2. The proposed development is consistent with the purposes of the existing zone in which the site is located;
3. The proposed development conforms with all applicable standards and requirements of these regulations;
4. The proposed development and conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare; or materially injurious to property or improvements in the vicinity;
5. The proposed development does not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law (the mid point of the density range specified in the plan designation).
6. In addition, the California Environmental Quality Act (CEQA) states that one of the following findings must be made prior to approval of any development which is subject to the regulations of CEQA. The project either:
  - a) is categorically or statutorily exempt; or
  - b) has no substantial evidence that the project will have a significant effect on the environment and a negative declaration has been prepared; or
  - c) has had an environmental impact report (EIR) prepared and all significant environmental effects have been eliminated or substantially lessened, or the required findings in Section 15091 of the CEQA Guidelines have been made.

**1. General Plan Consistency.** The following table identifies the evidence which supports finding that the proposed tree removal is in conformance with all applicable policies and standards in the Framework Plan (FRWK) and the Willow Creek Community Plan (WCCP).

<b>Relevant Plan Section(s)</b>	<b>Summary of Applicable Goal, Policy or Standard</b>	<b>Evidence Which Supports Making the General Plan Conformance Finding</b>
Land Use: Commercial Services, §2742 (WCCP)	Primary and Compatible Uses include light manufacturing.	The applicant is proposing to develop a cannabis manufacturing center in an existing building. The proposed use involves the use of water, ice and agitators, which can be considered a light manufacturing use. Only the rear portion of the existing building is proposed for this activity leaving the business frontage portion of the building available for traditional retail or professional uses.
Urban Limits: §2600 (FP)	New development shall be located within existing developed areas or in areas with adequate public services.	Fire and water/sewer services are provided by the Willow Creek F.P.D. and C.S.D. Access is off of Highway 299, a public road. Access is provided by easement over the property to the west APN 522-345-014. The access is paved to the back of the sidewalk. The parking lot is gravel. The entire frontage of both parcels has curbs and sidewalks.
Housing §2400 (FRWK)	Housing shall be developed in conformity with the goals and policies of the Humboldt County Housing Element.	No housing is proposed. The proposed use can be considered light industrial. No subdivision is proposed at this time.
Hazards §3200 (FRWK)	New development shall minimize risk to life and property in areas of high geologic, flood and fire hazards.	According to the Flood Insurance Rate Map (FIRM) Panel No. 685B, the project site is located in Flood Zone C, which is defined as "areas of minimal flooding". The project site is outside of the 100- and 500-year flood boundary as it is considerably elevated above the Eel River. Geologic hazard maps of the Framework Plan show the slope instability of the property to be moderate, so the proposed development is not likely to be subject to geologic hazards. The parcel is in an area of Very High Fire Hazard rating. All applicable referral agencies that have provided comments have recommended approval of the project and have not identified any issues relating to hazards.
Biological Resources §3420 (FRWK)	Protect designated sensitive and critical resource habitats.	The Biological Resource maps of the Framework Plan do not identify any sensitive or critical habitat areas on the project site.



Relevant Plan Section(s)	Summary of Applicable Goal, Policy or Standard	Evidence Which Supports Making the General Plan Conformance Finding
Cultural Resource Protection §3500 (FRWK)	New development shall protect cultural, archeological and paleontological resources.	The Northwest Information Center was referred, and requested an archaeological study be completed. The Hoopa Tribe did not respond. The Blue Lake Rancheria responded that the project is outside of their territory, and identified the Tsnungwe Council as the appropriate tribe. The Tribal Council has submitted a letter dated January 26, 2017 (Attachment 4) requesting an environmental study. The environmental concerns are addressed in Section 6 of the staff report. The project is conditioned to include an inadvertent discovery protocol should the project encounter undocumented cultural resources (Informational Note #1).

**2. The proposed development is consistent with the purposes of the existing zone in which the site is located; and 3. The proposed development conforms with all applicable standards and requirements of these regulations.** The following table identifies the evidence which supports finding that the proposed development is in conformance with all applicable policies and standards in the Humboldt County Zoning Regulations.

Zoning Section	Summary of Applicable Requirement	Evidence
§314-2.2 Community Commercial §314-55.4.8.4 §314-55.4.8.5	The C-2 zone allows heavy commercial uses, such as automobile repair, but does not specifically allow light manufacturing. However, in the Cannabis Medical Marijuana Land Use Ordinance, Cannabis processing and manufacturing is allowed in the C-2 zone district with a Special Permit.	The proposed project is a Special Permit for a cannabis manufacturing facility using a non-volatile, non-pressurized extraction process that involves ice, water and agitators. The proposed cannabis manufacturing use is specifically allowed with a Special Permit in this zone district under Section 314-55 of the Humboldt County Code.
<b>Development Standards</b>		
Minimum Lot Area:	2,000 sq. ft.	The subject parcel is approximately 20,000 square feet.
Max. Lot Coverage:	50%	Less than 15%
Min. Yard Setbacks (through the SRA requirements):	The parcel is within the mapped State Responsibility Area and 30 foot setbacks to all property lines are required.	The proposed facility occurs within an existing permitted structure that was permitted within one foot of the west and north property lines, and within five feet of the east property line. The rear yard setback is more than 30 feet.

Zoning Section	Summary of Applicable Requirement	Evidence
Max. Building Height:	75 feet	30 feet
§314-109.1.3.3: Off-Street Parking:	<p>Manufacturing: The higher of one space for 1,500 square feet of gross floor area or one parking space per employee at peak shift. A minimum of two parking spaces are required.</p> <p>One 60' x 10' loading space is required per every 20,000 square feet or portion thereof.</p>	<p>The proposal is for approximately 800 square feet of manufacturing with up to three owners, the CEO, and two employees being present on the site. A total of seven parking spaces are required. More than 10 spaces are provided on-site, and within a recorded easement on the adjacent parcel to the west APN 522-035-014. Because the parcel is located in an urban area the surface of the parking area and access aisles shall be paved or otherwise improved to an all-weather surface.</p> <p>Area for one loading space is provided within the recorded easement on the adjacent parcel to the west APN 522-035-014.</p>

<b>314-55.4 Commercial Cultivation, Processing, Manufacturing and Distribution of Cannabis for Medical Use Inland Land Use Regulation (CMMLUO)</b>		
§314-55.4.8.5 Manufacturing	Manufacturing of commercial cannabis for medical use shall be a conditionally permitted use in zone districts AG, AE, RA, (on parcels 5 acres or larger), C-2, C-3, MB, ML, U (where developed as a industrial use) and MH, subject to a Special Permit and the conditions and limitations set forth in this Section.	<p>The proposed project will:</p> <ol style="list-style-type: none"> <li>1. Receive deliveries from regional cannabis farmers;</li> <li>2. Manufacture extracts using solvent-less extraction methods;</li> <li>3. Make available medical cannabis products to dispensaries throughout the state.</li> </ol> <p>The subject property is correctly zoned, C-2 Community Commercial, and the applicant will comply with all conditions of the MMLUO ordinance, as specified in the recommended conditions of approval.</p>
§314-55.4.8.10 Permit Limit	No more than four commercial cannabis activity permits may be issued to a single person.	According to records maintained by the Department, the applicant has not applied for any other cannabis activity permits, and is entitled to four.
§314-55.4.10 Application Requirements	Identifies the Information Required for All Applications	Attachment 3 identifies the information submitted with the application, and shows all the required information was received.
§314-55.4.11 Performance Standards	Identifies the Performance Standards for Cannabis Activities	All the applicable performance standards are included as conditions of project approval. They are required to be met throughout the timeframe of the permit.

**314-55.4 Commercial Cultivation, Processing, Manufacturing and Distribution of Cannabis for Medical Use Inland Land Use Regulation (CMMLUO)**

§314-55.4.17 Sunset Date	No application for any Use Permit pursuant to the CMMLUO shall be processed for issuance or approval that is received after December 31, 2016.	The applicant submitted the Special Permit Application in July, 2016.
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**4. Public Health, Safety, and Welfare and 6. Environmental Impact:** The following table identifies the evidence which supports finding that the proposed development will not be detrimental to the public health, safety and welfare, and will not adversely impact the environment.

Code Section	Summary of Applicable Requirement	Evidence that Supports the Required Finding
§312-17.1.4 Special Permit Findings	The proposed development will not be detrimental to the public health, safety and welfare, and will not be materially injurious to properties or improvements in the vicinity.	All responding referral agencies have either provided no comment or recommended approval of the proposed use. The proposed light industrial use is consistent with the type of development in the area. There is no evidence that the project will be materially injurious to properties or improvements in the vicinity.
§15303 of CEQA Guidelines	Categorically exempt from State environmental review.	The project has been determined to be exempt from CEQA pursuant to Sections 15301 – Existing Facilities of the Guidelines for the Implementation of CEQA. Section 15301 exempts from environmental review the operation, repair maintenance, permitting, licensing, or minor alteration of existing private structures or facilities where involving negligible or no expansion of use. The proposed development will occupy one existing structure of approximately 3,000 sq. ft. Only 800 square feet of the building is proposed for manufacturing use, the other parts of the building are not proposed to be used. No use of flammable solvents for manufacturing marijuana concentrate is proposed. The project site is an urbanized area served by community water and on-site sewer. The proposed use within the existing building will not result in any significant adverse impact on the environment as the lot is approximately 20,000 square feet in size and the proposed use will occupy approximately 800 square feet.

**5. Residential Density Target:** The following table identifies the evidence which supports finding that the proposed project will not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law.

<b>Code Section</b>	<b>Summary of Applicable Requirement</b>	<b>Evidence that Supports the Required Finding</b>
312-17.1.5 Housing Element Densities	The proposed development does not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law (the midpoint of the density range specified in the plan designation), except where: 1) the reduction is consistent with the adopted general plan including the housing element; and 2) the remaining sites identified in the housing element are adequate to accommodate the County share of the regional housing need; and 3) the property contains insurmountable physical or environmental limitations and clustering of residential units on the developable portions of the site has been maximized.	The proposed project involves operation of a manufacturing facility on lands designated "Commercial Services" (CS) and zoned C-2 Community Commercial. The parcel was not inventoried as source of potential residential housing. Therefore, the project will not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law.

## **ATTACHMENT 3**

### **Applicant's Evidence in Support of the Required Findings**

- Application Form [on file]
- Organizational Documents [on file]
- Grant Deed [on file]
- Indemnification Agreement [on file]
- Acknowledgement Form [on file]
- Plot Plan [attached]
- Plan of Operation [attached]
- Security Plan [attached]

## PROCESSING PLAN FOR HUMBOLDT PRIVATE RESERVE, INC

### Product:

Humboldt Private Reserve, Inc will produce high end water extracted cannabis concentrate. Our extraction method includes only the use of water and agitation. Absolutely no butane, hexane, or propane is used. Our proposed facility at Willow Creek will have an average production of 10,000 grams of concentrate per month. Each batch will be tested for pesticides and mold.

### Work Flow:

The raw materials can be cannabis trim (the by-product of the clippings of large flowers being processed for sale), small buds or large buds. When raw material is received it will be weighed, labeled, sampled for lab testing, and stored in sealed bags. The bags will be placed in a secured cold room. The keys will be held only by the manager on duty. After storage the raw material will be placed in the agitation tank. Water and ice are then added to the tank. Thereafter mechanical agitation begins. The temperature and agitation of the water cause the resin heads to break off the plant. Now there is resin rich water that is drained into a series of filters. The resin is harvested from the filters and then dried with a freeze drying machine. The drying takes approximately 24 hours. After drying the end product is weighed and tested. It is then placed in a U.L. TL-15 level safe. The water from the sieve is recycled for use in the next batch of agitation. The raw material will then be composted in a locked compost system located onsite.

### Equipment:

The work flow is in the following order:

PP1: Inspection Table

PP2: Walk In

PP3: Ice Machine

PP4: Agitator

PP5: Sieve

PP6: Freeze Drier

PP7: Safe

PP8: Compost

(Refer to Plot Plan for positioning in the room)



Water Requirement:

The source of the water used at Humboldt Private Reserve's facility is Willow Creek Water Company. Approximately 500 gallons of water will be required for manufacturing products each day the facility operates.

Waste Generation:

There will be 10-20 pounds of organic material waste generated per day. This will be securely composted on site. The waste after composting will be valuable fertilizer that can be used by farmers.

## SECURITY PLAN FOR HUMBOLDT PRIVATE RESERVE, INC

There are multiple levels of security planned for Humboldt Private Reserve, Inc's Willow Creek facility.

### Exterior Security

A chain link fence will surround the entire facility. The fence will be topped with barbed wire on all sides with the exception of the approximately 50 feet fronting on State Highway 299. There will be two points of entry through the fence. One on State Highway 299 and a second on the West side of the property. These entry points will remain locked with heavy duty locks at all times when not in use.

The building is a two story structure made out of concrete blocks. All windows on the ground floor will be protected by one of the following methods. Metal bars or covering them up with heavy duty construction materials. In addition all doors with access to restricted work areas will be solid core and have secondary metal screen security doors. A roll up door on the East side of building will also be connected to the alarm system and monitored by a camera.

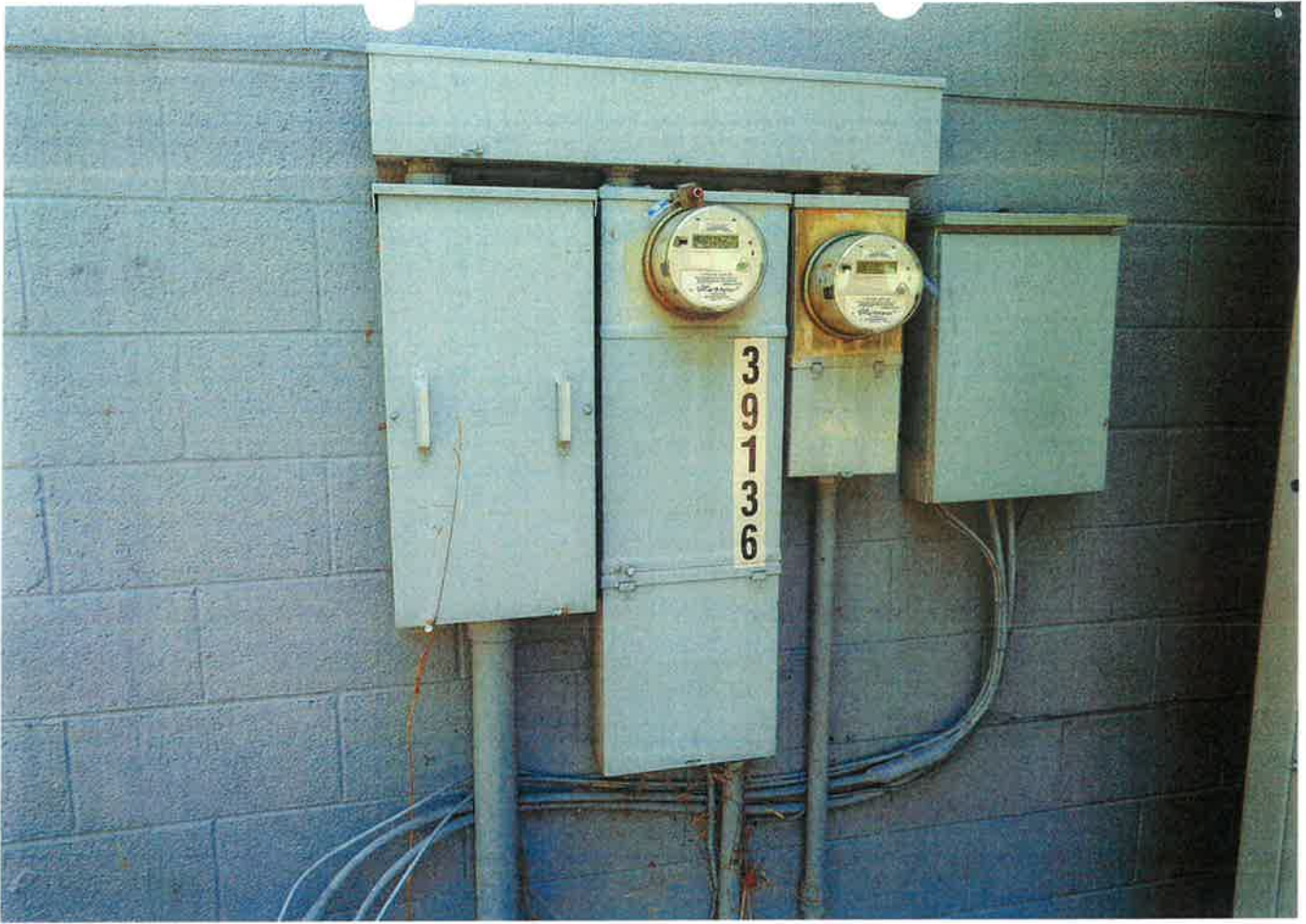
A tamper proof alarm system (audio/electronic) will be installed to alert both Law Enforcement Authorities and senior managers of any unauthorized attempt to access the facility. In addition (low light) exterior cameras will monitor the exterior fence and all doors to the premises. Not less than eight exterior cameras will at all times be in operation.

### Interior Security

A heavy duty safe will be on the premises. All products produced will be stored in the safe (U.L. TL 15 rated) which will remain locked unless being accessed for storage or release of finished products. The combination to the safe will be restricted to senior management and changed periodically.

Interior cameras (not less than six) will also monitor the production area, storage area for raw materials and the safe. All recordings (both interior and exterior) will be retained for two weeks on a secured computer.

All raw materials will be stored in a locked interior room with restricted access. Any additional security recommendations received from Humboldt County Officials or Law Enforcement will also be implemented.







**ATTACHMENT 4**  
**Referral Agency Comments and Recommendation**

The project was referred to the following referral agencies for review and comment. Those agencies that provided written comments are checked off.

<b>Referral Agency</b>	<b>Response</b>	<b>Recommendation</b>	<b>Location</b>
County Building Inspection Division	✓	Conditional Approval	Attached
County Public Works, Land Use Division	✓	Approval	Attached
County Division of Environmental Health	✓	Conditional Approval	On file
County Counsel			
Willow Creek Community Services District	✓	Other comments	Attached
Willow Creek Fire Protection District			
CALFIRE	✓	Standard input letter	On file
Hoopa Valley Tribe			
Tsnungwe Council	✓	Other comments	Attached
NWIC	✓	Requested archaeological study	Attached





**HUMBOLDT COUNTY  
PLANNING AND BUILDING DEPARTMENT  
CURRENT PLANNING DIVISION  
3015 H STREET, EUREKA, CA 95501 ~ PHONE (707) 445-7541**



**8/12/2016**

**PROJECT REFERRAL TO: Building Inspection Division**

**Project Referred To The Following Agencies:**

Building Inspection Division, Public Works Land Use Division, Health and Human Services Environmental Health Division, Supervising Planner, Current Planning Division, County Counsel, CalFire, Northwest Information Center, Blue Lake Rancheria, Hoopa Valley Tribe, Willow Creek Community Services District, Willow Creek Fire Protection District

**Applicant Name** Humboldt Private Reserve, Inc. **Key Parcel Number** 522-345-006-000

**Application (APPS#)** 10687 **Assigned Planner** Michael Richardson (707) 268-3723 **Case Number(s)** AA16-267  
SP16-076

Please review the above project and provide comments with any recommended conditions of approval. To help us log your response accurately, please include a copy of this form with your correspondence.

Questions concerning this project may be directed to the assigned planner for this project between 8:30am and 5:30pm Monday through Friday.

County Zoning Ordinance allows up to 15 calendar days for a response. If no response or extension request is received by the response date, processing will proceed as proposed.

If this box is checked, please return large format maps with your response.

**Return Response No Later Than 8/27/2016** Planning Commission Clerk  
County of Humboldt Planning and Building Department  
3015 H Street  
Eureka, CA 95501  
**E-mail:** PlanningClerk@co.humboldt.ca.us **Fax:** (707) 268-3792

**We have reviewed the above application and recommend the following (please check one):**

- Recommend Approval. The Department has no comment at this time.
- Recommend Conditional Approval. Suggested Conditions Attached.
- Applicant needs to submit additional information. List of items attached.
- Recommend Denial. Attach reasons for recommended denial.
- Other Comments: \_\_\_\_\_

DATE: 8-23-16 PRINT NAME: Gustin Dumlér



8-23-16 G. Dumler

Application #41813

- Applicant must specify prior use of all tenant spaces in building.
- Building permits are required for all tenant improvements.
- All work shall be done to current Structural, Electrical, Plumbing, and Mechanical codes.



ARCATA-EUREKA AIRPORT TERMINAL  
McKINLEYVILLE  
FAX 839-3596

AVIATION 839-5401

DEPARTMENT OF PUBLIC WORKS

**COUNTY OF HUMBOLDT**

MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579  
AREA CODE 707



PUBLIC WORKS BUILDING  
SECOND & L ST., EUREKA  
FAX 445-7409

CLARK COMPLEX  
HARRIS & H ST., EUREKA  
FAX 445-7388

ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741	LAND USE	445-7205
BUSINESS	445-7652	NATURAL RESOURCES PLANNING	267-9540		
ENGINEERING	445-7377	PARKS	445-7651		
FACILITY MAINTENANCE	445-7493	ROADS & EQUIPMENT MAINTENANCE	445-7421		

**LAND USE DIVISION INTEROFFICE MEMORANDUM**

**TO:** Michael Richardson, Senior Planner, Planning & Building Department

**FROM:** Robert W. Bronkall, Deputy Director

**FROM:** Kenneth M. Freed, Senior Engineering Technician 

**DATE:** 08/12/2016

**RE:** **HUMBOLDT PRIVATE RESERVE, INC, APN 522-345-006, SP16-076**

The Department of Public Works reviews projects for issues relating to the adequacy of the roadway network to accommodate the proposed use; issues relating to encroachments (such as driveways and private roads) onto County maintained roads; ensuring that any outstanding violations relating to County Encroachment Permit Ordinance and Visibility Ordinance have been addressed; identifying any necessary frontage improvements that are required along County maintained roads; impacts of projects on nearby airports; ensuring that deferred subdivision improvements, if any, are completed; and identifying impacts of the proposed project to adjacent County owned properties or facilities.

The Department's review of this project is limited to what is shown on the submitted plot plan and accompanying materials.

**ROADS:** The subject property fronts a publicly maintained road that is not maintained by the County. The Department recommends that the project be referred to Caltrans for comment.

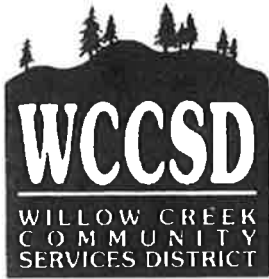
The subject property is located within the State Responsibility Area.

**AIRPORT:** The subject property is not located near an Airport.

**DEFERRED SUBDIVISION IMPROVEMENTS:** The subject property does not have any deferred subdivision improvements that have not been fulfilled.

**ADJACENT COUNTY OWNED PROPERTY OR FACILITIES:** The proposed project does not have any impact on any adjacent county owned property or facilities.

// END //



February 3<sup>rd</sup>, 2017

Planning Commission Clerk  
County of Humboldt Planning and Building Department  
3015 H Street  
Eureka, CA 95501

**RE: APPS# 10687 – Humboldt Private Reserve**

Planning Clerk,

The Willow Creek Community Services District (WCCSD) has received a project referral for the Humboldt Private Reserve, Inc. (APPS# 10687). The project is planned for 39136 Hwy 299 in downtown Willow Creek.

The WCCSD Board met on January 26<sup>th</sup> at their regular board meeting. At this meeting they first discussed the general topic of marijuana related permits being referred to the District by the County. The attached document was recommended by staff, and agreed to by the board, as a way to determine if the Board wanted to make a comment to the planning department on a specific project. As part of this processes, the Board reviewed their mission and vision statements of our departments. I have attached these items for your review.

The Board then discussed the specific project referenced above. Given this project is for a manufacturing facility in our downtown area, the Board voted and would like this permit to be denied. It is understood that the current county regulations allow for manufacturing in zoning C-2. This zoning is the majority of our downtown area. We would like this downtown area to be used for commercial businesses which serve the public by providing goods or services. Our downtown area currently has gas stations, restaurants, coffee shops, markets, accountants, realty office, vet and pet grooming and other similar businesses.

We understand the proposed business will be a manufacturing facility and will not be providing goods or a service to the public. This does not fit with our vision of downtown. We do realize this project is small and is not using volatile chemicals which is agreeable to the District. If the County determines this permit should be allowed, regardless of our desires, we would like to request that the County monitor the business. The current plan identifies the business to be in the back half of the building. If the business expands into the front, highway adjacent portion of the building, we request that the permit be re-assessed.

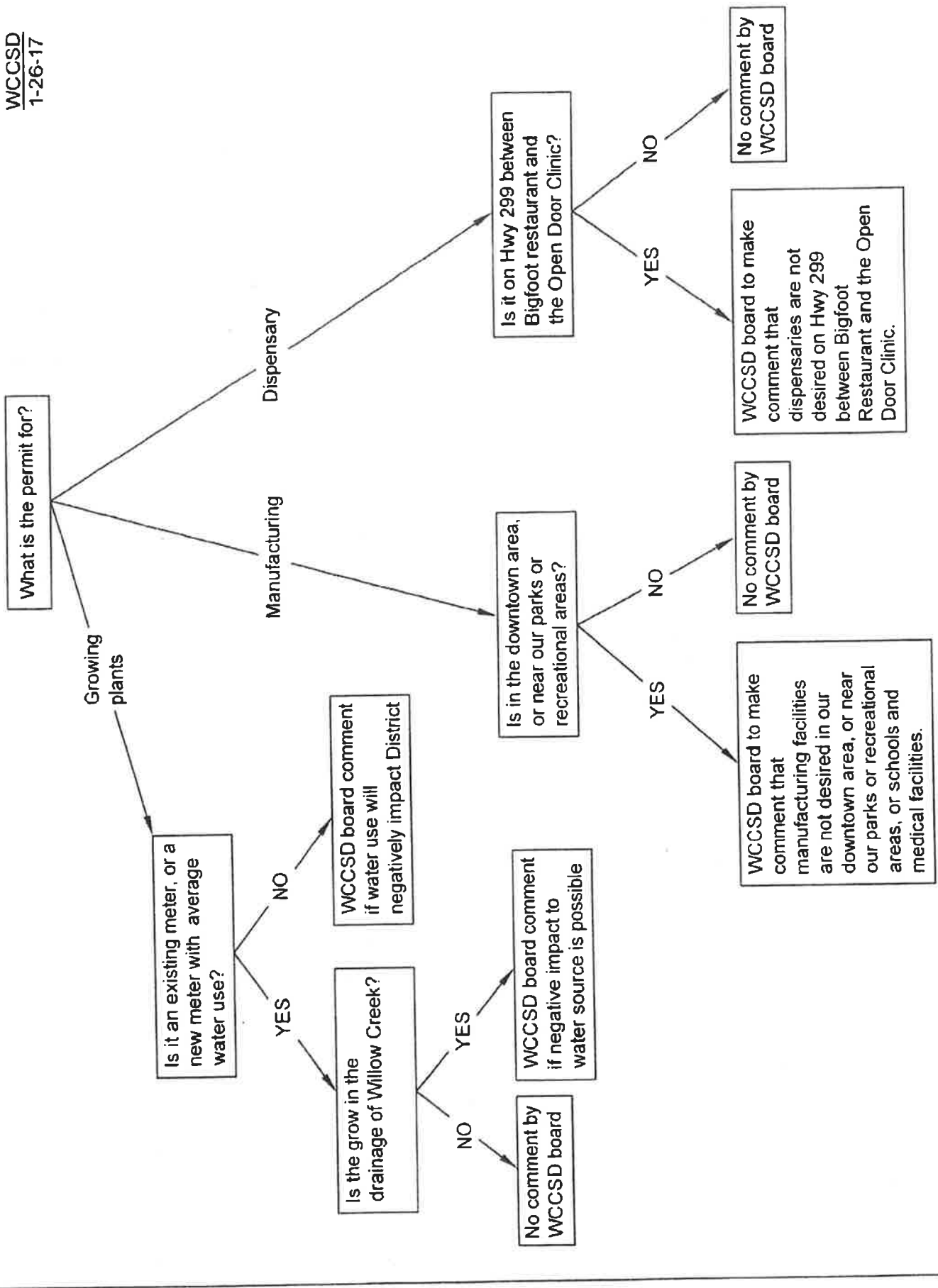
Additionally, if this permit is granted by the County, the District would like to understand the method of water use. A back-flow prevention device may be necessary to prevent contaminated water from entering our water system.

If you have any questions, please feel free to contact me at anytime.

Sincerely,

A handwritten signature in black ink, appearing to read "Susan O'Gorman". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Susan O'Gorman, PE  
General Manage





## **DISTRICT MISSION**

**The MISSION of the Willow Creek Community Services District is to deliver efficient, environmentally sound, economical, and compliant services to the residents of Willow Creek. We are committed to providing reliable, high quality water, street lighting, wastewater services and well maintained parks and recreation facilities.**

## **Waste Water Mission and Vision Statement**

### **Vision**

We see a prosperous, beautiful village, growing in an agrarian setting. Its inhabitants take care of and use the wilderness and nature that surrounds it. A diversity of people lives in and passes through this village. This village, Willow Creek, is a unique, integrated part of our state, our nation and our world.

### **Mission**

In order to help fulfill this vision, the WCCSD Board of Directors hopes to begin an environmentally progressive wastewater system for the heart of our community. This wastewater system will help us protect the health of our people and our river. It will help each property owner to prosper by bringing added flexibility to our land usage. It will stimulate a more vibrant, local economy by helping to create a walkable and diversified commercial center for our residents and visitors alike.

# **Recreation Vision & Mission Statement**

## **Vision:**

**We see a prosperous, beautiful village, growing in an agrarian setting. Its inhabitants take care of and use the wilderness and nature that surrounds it. A diversity of people lives in and passes through this village. This village, Willow Creek, is a unique, integrated part of our state, our nation and our world.**

## **Mission:**

**The Recreation Department of the WCCSD will be part of creating this vision by husbanding, in a fiscally responsible manner, its various holdings for the health and safety benefits they provide those living near and passing through Willow Creek. The department will offer a variety of options for all ages, from leisurely walks through our landscaped village to vigorous exercise in our summer sports programs. Our Recreation Department will cooperate with the public and private sectors to avoid unnecessary duplication of services.**





**Tsunungwe Council**  
PO Box 373  
Salyer, CA 95563  
Phone (530) 629-4758

Humboldt County Planning Department  
Michael Richardson, Planner  
3015 H Street  
Eureka, CA 95501

January 26, 2017

RE: Humboldt Private Reserve, Inc.

Dear Mr. Richardson:

The Tsunungwe Elder's Council has received and reviewed your correspondence and the enclosed documents regarding the Special Permit Application by Humboldt Private Reserve for a cannabis production project.

We have considered this request at length. This is a new type of business enterprise in our aboriginal territory. We have not finalized our input regarding this project in our homeland. We cannot believe that such a permit would be advisable or approved at this location that is in the center of the town of Willow Creek. Where would they get the water? We have been in drought restrictions for all water systems in California for several years. The more we discussed it the more questions we have. We have determined that two things need to occur for us to fully understand the magnitude of this project. They are:

1. Humboldt County should require a full "Environmental Impact Study" to understand all the possibilities of the project's adverse effects on the environment.
2. After a full "Environmental Impact Study" is completed for the project, the Tsunungwe Council requests a formal consultation meeting with Humboldt County as well as the applicant Humboldt Private Reserve to discuss the results the study.

Only after these two things are done can we make an informed decision and give our input regarding this project. There can be no other way for the project to advance with our approval.

Sincerely,

Dena Ammon Magdaleno, Elder  
on behalf of the Tsunungwe Council

CALIFORNIA  
HISTORICAL  
RESOURCES  
INFORMATION  
SYSTEM



ALAMEDA  
COLUSA  
CONTRA COSTA  
DEL NORTE

HUMBOLDT  
LAKE  
MARIN  
MENDOCINO  
MONTEREY  
NAPA  
SAN BENITO

SAN FRANCISCO  
SAN MATEO  
SANTA CLARA  
SANTA CRUZ  
SOLANO  
SONOMA  
YOLO

**Northwest Information Center**  
Sonoma State University  
150 Professional Center Drive, Suite E  
Rohnert Park, California 94928-3609  
Tel: 707.588.8455  
nwic@sonoma.edu  
<http://www.sonoma.edu/nwic>

August 23, 2016

File No.: 16-0239

Planning Commission Clerk  
County of Humboldt  
Planning and Building Department  
3015 H Street  
Eureka, CA 95501  
\*PlanningClerk@co.humboldt.ca.us

re: AA16-267, SP16-076 / 39136 St Hwy 299; KPN: 522-345-006-000 / Humboldt Private Reserve, Inc.

Dear Mr. Michael Richardson,

Records at this office were reviewed to determine if this project could adversely affect cultural resources. **Please note that use of the term cultural resources includes both archaeological sites and historical buildings and/or structures. The review for possible historic-era building/structures, however, was limited to references currently in our office and should not be considered comprehensive.**

**Previous Studies:**

XX This office has no record of any previous cultural resource studies for the proposed project area (*see recommendation below*).

**Archaeological and Native American Resources Recommendations:**

XX There is a moderate possibility of identifying Native American archaeological resources in the project area. However, the current proposed project impacts are indicated as minimal to no ground disturbance. Therefore, in light of the proposed projects impacts, further study is not recommended at this time. Should the description of this project change, we recommend further review for the possibility of identifying Native American archaeological resources.

XX We recommend the lead agency contact the local Native American tribe(s) regarding traditional, cultural, and religious heritage values. For a complete listing of tribes in the vicinity of the project, please contact the Native American Heritage Commission at (916)373-3710.

**Built Environment Recommendations:**

XX The 1979 USGS Willow Creek 7.5' quad depicts a building in the proposed project area. Since the Office of Historic Preservation has determined that any building or structure 45 years or older may be of historical value, if these, or similarly aged buildings, are present then it is recommended that prior to commencement of project activities, a qualified professional familiar with the architecture and history of Humboldt County conduct a formal CEQA evaluation.

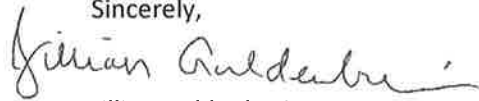
Due to processing delays and other factors, not all of the historical resource reports and resource records that have been submitted to the Office of Historic Preservation are available via this records search. Additional information may be available through the federal, state, and local agencies that produced or paid for historical resource management work in the search area. Additionally, Native American tribes have historical resource

information not in the California Historical Resources Information System (CHRIS) Inventory, and you should contact the California Native American Heritage Commission for information on local/regional tribal contacts.

The California Office of Historic Preservation (OHP) contracts with the California Historical Resources Information System's (CHRIS) regional Information Centers (ICs) to maintain information in the CHRIS inventory and make it available to local, state, and federal agencies, cultural resource professionals, Native American tribes, researchers, and the public. Recommendations made by IC coordinators or their staff regarding the interpretation and application of this information are advisory only. Such recommendations do not necessarily represent the evaluation or opinion of the State Historic Preservation Officer in carrying out the OHP's regulatory authority under federal and state law.

For your reference, a list of qualified professionals in California that meet the Secretary of the Interior's Standards can be found at <http://www.chrisinfo.org>. If archaeological resources are encountered during the project, work in the immediate vicinity of the finds should be halted until a qualified archaeologist has evaluated the situation. If you have any questions please give us a call (707) 588-8455.

Sincerely,

A handwritten signature in cursive script that reads "Jillian Guldenbrein".

Jillian Guldenbrein  
Researcher

Inc: Humboldt County project cover letter